



Governor Terry E. Branstad  
Lt. Governor Kim Reynolds  
San Wong, Director

**Juvenile Reentry Task Force/JReS**  
**Minutes of Regular Meeting**  
Jessie Parker Building  
510 E. 12<sup>th</sup> Street, Knudsen Room  
Des Moines, IA 50319

October 27, 2015

**Present:** Ralph Allbee; Amy Carpenter; Jim Chesnik; DeAnn Decker; Mary Jackson; Jessica Kropf; Carl Kruger; Logan Meyers; Lettie Prell; David Schmiedt; Harrison Ulrich

**Staff:** Steve Michael; Dave Kuker; Julie Rinker; Laura Roeder-Grubb

**Facilitators:** Jim Swaim; Joan VandenBerg

- **Call to Order/ Welcome/Introductions**

Steve Michael called the meeting to order at 8:37 a.m. Michael reviewed that the efforts of the group resulted in Iowa's award of a \$750,000 implementation grant. He looked forward to working with the task force to implement system changes to help youth returning home from the Boys State Training School, PMICs, and group care to become more successful. Introductions were made at this time.

- **Minutes – July 30<sup>th</sup> Meeting**

Lettie Prell moved to approve the minutes from the July 30<sup>th</sup> meeting, seconded by Ralph Allbee. There was no discussion. The motion was unanimously approved.

- **Overview of Day**

Jim Swaim, facilitator, reviewed the agenda.

- **Review of Budget/Implementation Action Plan - Discussion of New Subcommittees**

- Structure/Assessment
- Services
- Planning/Reentry
- Education/Workforce

**Implementation Action Plan**—Dave Kuker reviewed the action plan and a flow chart demonstrating the back-end of the delinquency process beginning with adjudication. Planning decisions surrounding a youth's return home begin at placement. Transition planning begins 60-90 days prior to the youth's release and includes workforce development, medication needs, and high school/secondary education coordination.

A community-based release/reentry plan arranges family counseling, develops a self-sufficiency plan, Title XIX reenrollment/eligibility and/or medical coverage decisions; school reenrollment plans, and connections with community services.

The day's agenda focuses on agency collaboration and identification of critical areas needed for successful outcomes. Four subcommittees will address and develop ways to achieve the tasks required—Structure/Assessment; Planning/Reentry; Education/Workforce; and Services. The implementation process includes assessment, transition planning, release/reentry, and aftercare. A year from now, a review of the plan will be conducted to be certain things are in place.

David Schmiedt, Third Judicial District Juvenile Court Services, suggested adding the Casey LifeSkills Assessment to the flow chart. The assessment occurs after placement to identify skills and strengths and is conducted during the first 30 days at the State Training School. Kuker will share the updated flowchart via email.

### **Budget—**

Kuker reported that the budget includes one FTE (reentry coordinator), wrap-around services, and enhancements to the courts' information system for assessment data collection. Once hired, the reentry coordinator will assume the role as facilitator of this group. Michael thought the coordinator would be hired near January 1, 2016.

### **• Break Into Subcommittees – Discussion of Other Parties to Involve in Subcommittees**

Members broke into subcommittees to identify important tasks and individuals who would be instrumental in the process. Swaim asked members to consider if further clarification was needed or if a particular task did not belong to their committee.

| <b>Structure/Assessment</b>   |  |
|---|--|
| <b>Clarify:</b> Education piece – getting transcripts to/from schools and facilities  |  |
| <b>Key Tasks:</b>   | <b>Individuals Needed:</b>   |
| 1. Create standardized admission forms and templates for use by residential facilities, State Training School, and shelters.  | <ul style="list-style-type: none"> <li>• JCO IV's</li> <li>• State Training School staff</li> <li>• Residential facility staff</li> <li>• DHS staff who are familiar with forms, requirements, Medicaid, etc.</li> </ul> |
| 2. Develop residential IDA (Iowa Delinquency Assessment) – a subsequent assessment completed by residential facilities every 45 days.   |  |
| 3. Ensure that YTDM (Youth Transition Decision Making) is in place at the State Training School.  |  |
| 4. ICIS (Iowa Courts Information System) enhancements: <ul style="list-style-type: none"> <li>a. Data can be edited by JCO's</li> <li>b. Data are available to the various entities that need access to insure good reentry practices and communication between agencies (education, workforce development, residential facilities, local providers, State Training School, etc.).</li> </ul> |  |

| Services   |  |
|--|--|
| <b>Clarify:</b> Ensure communication to avoid overlap of work by various agencies<br>Key Task 2.1 – was moved to the Structure/Assessment Subcommittee   |  |
| <b>Key Tasks:</b>  | <b>Individuals Needed:</b>   |
| 1. MDFT (Multi-dimensional Family Therapy) – how to implement at the State Training School and transition home. Will require coordination with YSS (Youth & Shelter Services).                                   | <ul style="list-style-type: none"><li>• Identify current YTDM coordinators at State Training School and home schools</li><li>• DHS</li><li>• Medicaid – DOC partner, AG, DHS</li><li>• CASA – (court-appointed advocates for CINA or adjudicated youth) – assist kids who don't have connection in their life – stay beyond age 18 to help with needs.</li></ul> |
| 2. Geographic coverage by contractor – start with a pilot at State Training School/ geographical area.   |  |
| 3. CASI Assessment (Comprehensive Adolescent Severity Inventory) – determine who qualifies   |  |
| 4. Wrap around services – how to identify current and needed supports, how to access funding through juvenile court, determine who makes spending decisions (DPH has a list of wraparound services through MDFT) |  |
| Planning/Reentry   |  |
| <b>Clarify:</b> Planning/Reentry Subcommittee has some overlap of issues with Structure/Assessment Subcommittee<br>Training budget may need adjustment   |  |
| <b>Key Tasks:</b>  | <b>Individuals Needed:</b>   |
| 1. Utilize standard form for transition & permanency   | <ul style="list-style-type: none"><li>• IT support familiar with DHS</li><li>• JCO – PDR, permanency planning, transition planning, coordination with existing resources, structure for process</li><li>• DOC reentry coordinator</li><li>• DHS</li><li>• Schools</li></ul>  |
| 2. YTDM—Educate/train staff at the State Training School and residential facilities  |  |
| 3. Allow internet access for online applications   |  |
| 4. Connect with IHH (Integrated Health Homes)  |  |
| 5. Youth Sex Offenders – identify needs/issues, registry requirements, issues with housing and living near services  |  |
| Education/Workforce  |  |
| <b>Clarify:</b> Tracking reports, computer access at State Training School, supervision resources for computer equipment   |  |
| <b>Key Tasks:</b>  | <b>Individuals Needed:</b>   |
| 1. Professional development for various entities and staff   | <ul style="list-style-type: none"><li>• Department of Education</li><li>• Special education, at risk</li><li>• Career exploration &amp; College prep—Community college, ACT/SAT, financial aid</li><li>• Workforce Development/skill assessment</li><li>• Voc Rehab</li><li>• Service providers</li></ul>  |
| 2. Strong YTDM process – need Workforce Development, Voc Rehab, and Department of Education at the table   |  |
| 3. Develop cross systems processes   |  |
| 4. K-12 education – bring in focus groups to discuss urban/rural differences, frustrations, dropouts—special education, at-risk youth, etc.  |  |

Members discussed the importance of a successful transition from the State Training School and how YTDM crosses all four subcommittee areas.

- **Next Steps**

- **Department Heads/Commitment**

Steve Michael advised that a meeting was held with State Court Administration to discuss changes to the Iowa Courts Information System as well as hiring a reentry coordinator. David Boyd is meeting with Chief JCO's to discuss the type of individual needed for the coordinator position.

Emails have been sent to department directors reminding them of their commitment to the project. Task force members play a critical role in keeping their agencies informed.

- **Performance Measures**

Swaim noted that performance measures are outlined in the grant and the action plan. He suggested reviewing the action plan frequently to identify accomplishments and what's not working.

Laura Roeder-Grubb indicated some performance measures could shift or be enhanced, however, changes must be accounted. She discussed recidivism data and tracking. Some data sources may be piloted before expansion.

- **JRTF Quarterly Progress**

Progress reports are due bi-annually beginning in January.

- **Kickoff Event (January?)**

A discussion was held regarding the best time to hold a kickoff event. There was consensus to wait until March and after a coordinator has been hired. The event will be an opportunity to announce the project to the public and acknowledge the various agencies and providers. Invitations would be sent to legislators; the Chief Justice would be encouraged to speak about the importance of the project.

- **Next meeting –**

- **Frequency**
  - **Format (in-person/conference call)**

Michael suggested meetings be held bi-monthly beginning in December. (Two date options will be presented to task force members via email.) Committees may meet more often and during the 'off months'. A second-year grant application will be made next spring.

Swaim closed the meeting by asking the following:

- What comes to mind when you think of previous meetings?

People: young people, networking with task force members  
Places: State Training School  
Challenges: acronyms, data, wondering how we would get there

- A year from now, what do you think will be in place?

Standardized template/referral packet that is accessible in one place;  
Internet issues will be accomplished  
Skype so youth can talk to families  
More YTDM  
Lowered recidivism  
Structure and practices  
Pre-employment services  
Structure around a more regular use of permanency and transition plans

Michael thanked Swaim and VandenBerg for their efforts.

The meeting adjourned at 12:31 p.m.

Respectfully submitted,

Julie Rinker  
Administrative Secretary  
Iowa Department of Human Rights  
Div. of Criminal & Juvenile Justice Planning